

CONTRACT DATA REQUIREMENTS LIST (2 Data Items)					Form Approved OMB No. 0704-0188												
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A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY TDP _____ TM _____ OTHER _____													
D. SYSTEM/ITEM HM&E Modernization		E. CONTRACT/PR NO. N65540-15-D-0004 THRU 0010		F. CONTRACTOR													
1. DATA ITEM NO. A001	2. TITLE OF DATA ITEM Status Reports			3. SUBTITLE													
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSS 412													
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED A	10. FREQUENCY Weekly	12. DATE OF FIRST SUBMISSION See block 16	14. DISTRIBUTION													
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION See block 16	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th rowspan="2">a. ADDRESSEE</th> <th colspan="3">b. COPIES</th> </tr> <tr> <th>Draft</th> <th colspan="2">Final</th> </tr> <tr> <td></td> <td></td> <td>Reg</td> <td>Repro</td> </tr> </table>			a. ADDRESSEE	b. COPIES			Draft	Final				Reg	Repro
a. ADDRESSEE	b. COPIES																
	Draft	Final															
		Reg	Repro														
16. REMARKS  Electronic submittal of weekly status reports providing the accomplishment of industrial production work, pre-fabrication, etc. of the previous week. Report should also provide planned upcoming work, issues, lessons learned, etc. and provided to applicable SME.				SME													
				15. TOTAL *													
				0	1	0											
1. DATA ITEM NO. A002	2. TITLE OF DATA ITEM Financial Reports			3. SUBTITLE N/A													
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSS 412													
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED A	10. FREQUENCY Monthly	12. DATE OF FIRST SUBMISSION See Block 16	14. DISTRIBUTION													
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	Draft	Final															
		Reg	Repro														
16. REMARKS  Electronic submittal of financial reports shall be provided to applicable SME and COR on a monthly basis. Increased frequency may be requested dependent on job criticality. Reports (at a minimum) shall reflect awarded ceiling, funded ceiling, expenditures, commitments and balance.				SME													
				COR													
				15. TOTAL *													
				0	2	0											
G. PREPARED BY (b) (6) Code 412		H. DATE 17MAY2016		I. APPROVED BY		J. DATE											

17. PRICE GROUP

18. ESTIMATED  
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<b>D. SYSTEM/ITEM</b> H&ME Modernization					<b>E. CONTRACT/PR NO.</b> N65540-15-D-0004 THRU 0010					<b>F. CONTRACTOR</b>											
<b>1. DATA ITEM NO.</b> A003		<b>2. TITLE OF DATA ITEM</b> Plan of Attack & Milestones (POAM)						<b>3. SUBTITLE</b>													
<b>4. AUTHORITY (Data Acquisition Document No.)</b>					<b>5. CONTRACT REFERENCE</b> SOW Paragraph 5.1					<b>6. REQUIRING OFFICE</b> NSWCCD-SSSES 412											
<b>7. DD 250 REQ</b> LT		<b>9. DIST STATEMENT REQUIRED</b> A		<b>10. FREQUENCY</b> Once		<b>12. DATE OF FIRST SUBMISSION</b> See block 16		<b>14. DISTRIBUTION</b>													
<b>8. APP CODE</b> N/A				<b>11. AS OF DATE</b> See Block 16		<b>13. DATE OF SUBSEQUENT SUBMISSION</b> See block 16		<b>a. ADDRESSEE</b>		<b>b. COPIES</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">Draft</th> <th colspan="2" style="width: 50%;">Final</th> <th style="width: 25%;"></th> </tr> <tr> <td></td> <td style="width: 25%;">Reg</td> <td style="width: 25%;">Repro</td> <td></td> </tr> </table>				Draft	Final				Reg	Repro	
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	Reg	Repro																			
<b>16. REMARKS</b>  Electronic submittal of POA&M that breaks out the pre-fabrication, installation, testing and completion of assigned installs and tasks. POAMs are to be submitted to the applicable SME based on the requirements of each task order.								SME		0	1	0									
								<b>15. TOTAL *</b>		0	1	0									
<b>1. DATA ITEM NO.</b> A004		<b>2. TITLE OF DATA ITEM</b> Quality Assurance (QA) Workbook						<b>3. SUBTITLE</b>													
<b>4. AUTHORITY (Data Acquisition Document No.)</b>					<b>5. CONTRACT REFERENCE</b> SOW Paragraph 5.1					<b>6. REQUIRING OFFICE</b> NSWCCD-SSSES 412											
<b>7. DD 250 REQ</b> LT		<b>9. DIST STATEMENT</b>		<b>10. FREQUENCY</b> Once		<b>12. DATE OF FIRST SUBMISSION</b> See block 16		<b>14. DISTRIBUTION</b>													
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	Reg	Repro																			
For first time accomplishment of alterations/SCDs, the QA workbook must be submitted to SME at least 30 days prior to start of install for review. The QA workbook must follow the NAVSSSES Section layout.								SME		0	1	0									
For subsequent installs, the QA workbook does not need to be submitted.																					
For all installs, the QA workbook must be maintained onboard the ship and available to OSIC and NSA review.																					
								<b>15. TOTAL *</b>		0	1	0									
<b>G. PREPARED BY</b> (b) (6) Code 412					<b>H. DATE</b> 17MAY2016		<b>I. APPROVED BY</b>				<b>J. DATE</b>										

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D. SYSTEM/ITEM H&ME Modernization		E. CONTRACT/PR NO. N65540-15-D-0004 THRU 0010		F. CONTRACTOR			
1. DATA ITEM NO. A005		2. TITLE OF DATA ITEM Personnel Qualifications / Certifications Training List		3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSSES 412			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED A	10. FREQUENCY Once	12. DATE OF FIRST SUBMISSION See block 16	14. DISTRIBUTION			
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				Draft		Final	
				Reg		Repro	
16. REMARKS  The list of personnel that will be onboard the ship performing the production/testing must be provided in the QA Workbook. Provide company letterhead matrix of personnel qualifications and certifications such as welders, fire watch, inspectors, competent persons, etc.; as required to perform the installation/testing.				SME		0	1 0
				15. TOTAL *		0	1 0
1. DATA ITEM NO. A006		2. TITLE OF DATA ITEM In-Process Control Procedures (IPCPs)		3. SUBTITLE N/A			
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSSES 412			
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED A	10. FREQUENCY Once	12. DATE OF FIRST SUBMISSION See Block 16	14. DISTRIBUTION			
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION See Block 16	a. ADDRESSEE		b. COPIES	
				Draft		Final	
				Reg		Repro	
16. REMARKS  Provide clear, concise, and technically correct instructions to complete the task in a sequential manner while conforming to the NAVSEA Standard Items (NSI) and technical specifications. (I), (V) and (G) test and inspection points shall be annotated at appropriate steps. (I) and (G) points shall reference applicable NSI or governing specification, and records shall be retained in QA Workbook Section 7.				SME		0	1 0
				15. TOTAL *		0	1 0
G. PREPARED BY (b) (6) Code 412		H. DATE 17MAY2016		I. APPROVED BY		J. DATE	

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D. SYSTEM/ITEM H&ME Modernization			E. CONTRACT/PR NO. N65540-15-D-0004 THRU 0010		F. CONTRACTOR																																					
1. DATA ITEM NO. A007	2. TITLE OF DATA ITEM Production Status Reports				3. SUBTITLE																																					
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSSES 412																																					
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED A	10. FREQUENCY Weekly	12. DATE OF FIRST SUBMISSION See block 16		14. DISTRIBUTION																																					
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	Draft	Reg	Repro																																							
SME	0	1	0																																							
15. TOTAL *	0	1	0																																							
16. REMARKS  Weekly submittal of status reports detailing the production work or testing that was accomplished to date. This report shall also provide a documentation of all deckplate production and design issues.					17. PRICE GROUP																																					
18. ESTIMATED TOTAL PRICE					17. PRICE GROUP																																					
1. DATA ITEM NO. A008		2. TITLE OF DATA ITEM Red-lined Ship Install Drawings (SIDs)		3. SUBTITLE																																						
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSSES 412																																					
7. DD 250 REQ	9. DIST STATEMENT	10. FREQUENCY Weekly	12. DATE OF FIRST SUBMISSION See block 16		14. DISTRIBUTION																																					
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a. ADDRESSEE	b. COPIES																																									
	Draft	Reg	Repro																																							
Ship	1	0	0																																							
OSIC	1	0	0																																							
15. TOTAL *	2	0	0																																							
16. REMARKS  A set of red-lined SIDs shall be provided to the ship and to the OSIC prior to job completion. Red-lined package shall include all design changes and LARs.					17. PRICE GROUP																																					
18. ESTIMATED TOTAL PRICE					17. PRICE GROUP																																					
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<b>D. SYSTEM/ITEM</b> H&ME Modernization		<b>E. CONTRACT/PR NO.</b> N65540-15-D-0004 THRU 0010		<b>F. CONTRACTOR</b>			
<b>1. DATA ITEM NO.</b> A009		<b>2. TITLE OF DATA ITEM</b> Lessons Learned Reports		<b>3. SUBTITLE</b>			
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW Paragraph 5.1		<b>6. REQUIRING OFFICE</b> NSWCCD-SSSES 412			
<b>7. DD 250 REQ</b> LT	<b>9. DIST STATEMENT REQUIRED</b>	<b>10. FREQUENCY</b> Once	<b>12. DATE OF FIRST SUBMISSION</b> See block 16	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b> N/A	<b>A</b>	<b>11. AS OF DATE</b> See Block 16	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> See block 16	<b>a. ADDRESSEE</b>		<b>b. COPIES</b>	
<b>16. REMARKS</b>  Upon completion of each install, provide a "Lessons Learned" report that details the production, design, testing, etc. that was encountered during the install. This report will be valuable for the SME to recommend changes to the sponsor for future installs on the same ship class or other classes.				<b>SME</b>		<b>Draft</b>	<b>Final</b>
						<b>Reg</b>	<b>Repro</b>
						<b>0</b>	<b>1</b>
						<b>0</b>	<b>0</b>
<b>15. TOTAL *</b>				<b>0</b>	<b>1</b>	<b>0</b>	
<b>1. DATA ITEM NO.</b> A010		<b>2. TITLE OF DATA ITEM</b> Meeting Minutes		<b>3. SUBTITLE</b>			
<b>4. AUTHORITY (Data Acquisition Document No.)</b>		<b>5. CONTRACT REFERENCE</b> SOW Paragraph 5.1		<b>6. REQUIRING OFFICE</b> NSWCCD-SSSES 412			
<b>7. DD 250 REQ</b>	<b>9. DIST STATEMENT</b>	<b>10. FREQUENCY</b> As required	<b>12. DATE OF FIRST SUBMISSION</b> See block 16	<b>14. DISTRIBUTION</b>			
<b>8. APP CODE</b> N/A		<b>11. AS OF DATE</b> See Block 16	<b>13. DATE OF SUBSEQUENT SUBMISSION</b> See block 16	<b>a. ADDRESSEE</b>		<b>b. COPIES</b>	
<b>16. REMARKS</b>  As tasked by the SME, provide meeting minutes that capture the technical discussion, action items, and estimated action delivery dates.				<b>SME</b>		<b>Draft</b>	<b>Final</b>
						<b>Reg</b>	<b>Repro</b>
						<b>0</b>	<b>1</b>
						<b>0</b>	<b>0</b>
<b>15. TOTAL *</b>				<b>0</b>	<b>1</b>	<b>0</b>	
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<b>D. SYSTEM/ITEM</b> H&ME Modernization			<b>E. CONTRACT/PR NO.</b> N65540-15-D-0004 THRU 0010		<b>F. CONTRACTOR</b>			
1. DATA ITEM NO. A011		2. TITLE OF DATA ITEM Warehouse / Staging Inventory Report			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSES 412			
7. DD 250 REQ LT		8. DIST STATEMENT REQUIRED A		10. FREQUENCY As required		12. DATE OF FIRST SUBMISSION See block 16		
8. APP CODE N/A		11. AS OF DATE See Block 16		13. DATE OF SUBSEQUENT SUBMISSION See block 16		14. DISTRIBUTION		
16. REMARKS  Report on all quantity of equipment, material, and tools that were procured under the task order that are being housed at the various contractor facilities for future shipboard installs.						a. ADDRESSEE SME		
						b. COPIES Draft      Final Reg      Repro		
						15. TOTAL *      0      1      0		
1. DATA ITEM NO. A012		2. TITLE OF DATA ITEM Hazardous Material Reports			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSES 412			
7. DD 250 REQ		8. DIST STATEMENT		10. FREQUENCY As required		12. DATE OF FIRST SUBMISSION See block 16		
8. APP CODE N/A		11. AS OF DATE See Block 16		13. DATE OF SUBSEQUENT SUBMISSION See block 16		14. DISTRIBUTION		
16. REMARKS  A report on all hazardous material, hazardous waste and disposal invoices and data that were required during the installations under the task orders.						a. ADDRESSEE SME		
						b. COPIES Draft      Final Reg      Repro		
						15. TOTAL *      0      1      0		
<b>G. PREPARED BY</b> (b) (6)      Code 412			<b>H. DATE</b> 17MAY2016		<b>I. APPROVED BY</b>		<b>J. DATE</b>	

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D. SYSTEM/ITEM H&ME Modernization		E. CONTRACT/PR NO. N65540-15-D-0004 THRU 0010		F. CONTRACTOR		
1. DATA ITEM NO. A013	2. TITLE OF DATA ITEM Pre-installation Site Survey			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSSES 412		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY As required	12. DATE OF FIRST SUBMISSION See block 16	14. DISTRIBUTION		
8. APP CODE N/A	A	11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION See block 16	a. ADDRESSEE	b. COPIES	
16. REMARKS  Provide a report that provides findings and S/F contacted during each ship check/ship visit.					Draft	Final
					Reg	Repro
				15. TOTAL *	0	1 0
1. DATA ITEM NO. A014	2. TITLE OF DATA ITEM Test & Inspection Reports			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSSES 412		
7. DD 250 REQ	9. DIST STATEMENT	10. FREQUENCY Once	12. DATE OF FIRST SUBMISSION See block 16	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION See block 16		b. COPIES	
16. REMARKS  This is Section 7 of the QA Workbook that provides all completed Test and Inspection Reports for each install. This includes all forms that are used to document the tests and inspections performed in Section 6 (IPCPs).					Draft	Final
					Reg	Repro
				15. TOTAL *	0	1 0
G. PREPARED BY (b) (6) Code 412		H. DATE 17MAY2016	I. APPROVED BY		J. DATE	

17. PRICE GROUP

18. ESTIMATED  
TOTAL PRICE

17. PRICE GROUP

18. ESTIMATED  
TOTAL PRICE



CONTRACT DATA REQUIREMENTS LIST (2 Data Items)					Form Approved OMB No. 0704-0188	
<p>The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. Listed in Block E.</p>						
A. CONTRACT LINE ITEM NO.		B. EXHIBIT		C. CATEGORY TDP _____ TM _____ OTHER _____		
D. SYSTEM/ITEM H&ME Modernization		E. CONTRACT/PR NO. N65540-15-D-0004 THRU 0010		F. CONTRACTOR		
1. DATA ITEM NO. A015	2. TITLE OF DATA ITEM Technical Reports			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSES 412		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED A	10. FREQUENCY As required	12. DATE OF FIRST SUBMISSION See block 16	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION See block 16	a. ADDRESSEE	b. COPIES	
15. REMARKS  Provide a technical report that provides calculations, analysis, findings, etc. as delineated by the SME.					Draft	Final
					Reg	Repro
				15. TOTAL *	0	1 0
1. DATA ITEM NO. A016	2. TITLE OF DATA ITEM Databases or other Electronic Documents			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)		5. CONTRACT REFERENCE SOW Paragraph 5.1		6. REQUIRING OFFICE NSWCCD-SSES 412		
7. DD 250 REQ	9. DIST STATEMENT	10. FREQUENCY As required	12. DATE OF FIRST SUBMISSION See block 16	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE See Block 16	13. DATE OF SUBSEQUENT SUBMISSION See block 16		b. COPIES	
15. REMARKS  Provide all Microsoft Excel, Word, Power Point, Project documents or other electronic documents as required and tasked by the SME.					Draft	Final
					Reg	Repro
				15. TOTAL *	0	1 0
G. PREPARED BY (b) (6) Code 412		H. DATE 17MAY2016		I. APPROVED BY		J. DATE

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